



## DEDHAM YOUTH COMMISSION

140 Whiting Avenue  
Dedham, MA 02026  
781-326-3120  
FAX 781-326 4548



### VACANCY

**Position:**

Youth Activities Coordinator – Part Time

**Hours/Salary:**

**10 hours per week. \$17 per hour.**

Please note that this position is an intern position.

***The position is non-union, does not offer benefits and is subject to annual appropriation***

**Job Description:**

For over 40 years, the Dedham Youth Commission has been dedicated to providing social, educational, recreational and health programs to the young people of Dedham. To build upon this mission, the Dedham Youth Commission seeks qualified candidates for the position of Youth Activities Coordinator. The Youth Activities Coordinator develops and implements after-school and weekend activities for the youth of Dedham. These activities will primarily be focused on middle school and high school aged youth. Some of these activities may include Open Mic Nights, Homework Club, Arts & Crafts, College Tours, Community Service Projects, Flash Mob Performances, and Battle of the Bands Contests to name a few. We look forward to hearing new and exciting ideas from applicants as well. Collaboration with local organizations, parents, educators and youth is essential in ensuring that planned activities are meeting the needs of Dedham youth.

**Requirements:**

Experience in youth programming and services.  
College Degree preferred.  
Enrolled college students will be considered.

Please send resume, letter of interest and names of three (3) professional references to Youth Commission, Town of Dedham, Town Office Building, 26 Bryant Street, Dedham, MA 02026 or by e-mail to: [rblaney@dedham-ma.gov](mailto:rblaney@dedham-ma.gov)

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